

Redevelopment Authority of the City of Milwaukee

Request for Proposal #57349
Economic Feasibility Services

Addendum #1
May 24, 2012

THIS ADDENDUM TO THE SPECIFICATION IS ISSUED TO MODIFY, CLARIFY OR CORRECT THE ORIGINAL DOCUMENTS AND IS HEREBY MADE A PART OF SAID DOCUMENTS.

Reply to questions asked:

Question 1: Could you let me know whether any firm other than SB Friedman has been awarded previous issuances of the above referenced RFP and whether SB Friedman currently provides such services and for how many years has the firm previously provided such services to the City?

Answer 1: In 2004, an RFP was issued for these same services. As a result of the evaluations of the proposals, a contract was awarded to S.B. Friedman & Co. In 2009, an RFP was issued for these same services. As a result of the evaluations of the proposals, a contract was awarded to S.B. Friedman & Co. The current contract is set to expire September 9, 2012.

Question 2: Regarding section IV. Proposal Format, E. Qualifications and Experience on page 5 of the RFP, might we include experience and sample project descriptions of a team member gained at a previous firm?

Answer 2: Yes

Question 3: Section IV. Proposal Format on page 4 of the RFP, bullet 3 requests a work sample. We have three questions related to this bullet.

- a. Might you define “work sample?”
- b. Shall the Proposer decide which work sample to provide, or might the City have any further requirements on what type of work sample to provide? .
- c. Might the City confirm that only one (1) work sample needs to be submitted?

Answer 3a: Feasibility or Market Study samples.

Answer 3b: Yes, the Proposer should decide which work sample to provide. No, the City does not have any further requirements on what type of work sample to provide.

Answer 3c: Proposers should use their best judgment and decide what their firm feels is relevant.

Question 4: Section IV. Proposal Format on page 4 of the RFP, bullet 4 requests a “work plan.” Section IV. Proposal Format, E. Qualifications and Experience on page 5 of the RFP states the City is “not able to outline a specific scope of work for this contract.” We are unclear on how we may provide a work plan when the scope is unclear. Might the City confirm that section IV. Proposal Format bullet 4 on page 4 of the RFP should not be addressed in our response?

Answer 4: This section is asking each proposer to describe their approach on how they would perform the services (i.e. what they would all include, steps taken, etc). Further, in responding to this section, the proposer should outline a scope to analyze a private office project for which the developer is seeking public improvements and either grants or subordinated financing via tax increment financing

Question 5: Section IV. Proposal Format, E. Qualifications and Experience on page 5 of the RFP requests “related experience” for five categories listed as bullets. Section II. Scope of Work on page 2 of the RFP lists “activities that may be conducted.” Might the City confirm that our response to Section IV. E. should only address the five categories listed in Section IV. E. on page 5?

Answer 5: No, they are two separate questions that may overlap depending on the proposer’s experience.

Question 6: In section IV (Proposal Format), the third bullet asks that proposals include a work sample. Could you please clarify how many different work samples should be submitted? Also, would you like submissions to include six copies of each work sample, or will one copy be sufficient?

Answer 6: Proposers should use their best judgment and decide what their firm feels is relevant and necessary to show the breadth of their ability in economic feasibility analysis. Proposers should supply six copies.

ALL PROPONENTS SHALL ACKNOWLEDGE RECEIPT AND ACCEPTANCE OF ADDENDUM NUMBER 1 (DATED May 24, 2012) FOR REQUEST FOR PROPOSAL #57349, BY SIGNING IN THE SPACE PROVIDED AND SUBMITTING THE SIGNED ADDENDUM WITH YOUR REQUEST FOR PROPOSAL. PROPOSALS SUBMITTED WITHOUT THIS ADDENDUM MAY BE CONSIDERED NON-RESPONSIVE.

SIGNED THIS _____ DAY OF _____, 2012.

SIGNATURE

COMPANY NAME